

STATE OF NEW JERSEY
DEPARTMENT OF CHILDREN AND FAMILIES
OFFICE OF LICENSING/ INSPECTION/VIOLATION REPORT

Center Name: Kids Town Academy		Center ID#: 080900155		County: Burlington		
Address: 27 Charlestown Road		City: Willingboro		Phone: (609) 835-4300		Fax: (609) 835-2360
License Status: R 9/11/14						
Initial Inspection: 4/25/2013	Due Date(s):*	8/20/2013	9/17/2013	10/15/2013	11/27/2013	12/30/2013
	Date(s) Reinspection:	9/3/2013 C	10/1/2013	11/13/2013	12/16/2013	12/30/2013
Due Date(s):*	1/13/2014	1/30/2014	2/26/2014	3/21/2014	4/9/2014	4/29/2014
Date(s) Reinspection:	1/16/2014	2/12/2014	3/7/2014	3/26/2014	4/15/2014	5/9/2014
Due Date(s):*	5/23/2014	6/27/2014				
Date(s) Reinspection:	6/13/2014	6/30/2014				
Center is in compliance with requirements as of: transfer <i>*Reinspection occurs on or soon after due date</i>						
Violations 12, 14, 35, 39, 59, 60, 111, 158, 159 transferred from 4/25/13 monitoring. Complaints: 498- 9/3/13, 180 & 160-4/15/14; Phone Call: 6/13/14						
Violations 59, 64 transferred to complaint report 6/30/14						
Renewal <input type="checkbox"/> Initial <input type="checkbox"/> Monitor <input checked="" type="checkbox"/> Increase <input type="checkbox"/> Age Change <input type="checkbox"/> Relocation <input type="checkbox"/> New Sponsor <input type="checkbox"/> Space Evaluation <input type="checkbox"/> Complaint # 498						
Date Cited M/D/Year	Date Abated M/D/Year	Based on a inspection(s) conducted by the Office of Licensing (OOL) the above date(s), the center needs to take the following actions in order to come into compliance with the MANUAL OF REQUIREMENTS FOR CHILD CARE CENTERS (N.J.A.C. 10:122):				
Supervision, Staff/Child Ratios & Space						
		<input type="checkbox"/> 1. Provide 2 staff to work with the children: when 6 or more children are present; on trips; or with more than 12 school-age children on walks.				
		<input type="checkbox"/> 2. Provide immediate access to 1 additional adult for the school-age program when it is permitted to operate with only 1 staff member present.				
11/13/2013	12/16/2013	<input checked="" type="checkbox"/> 3. Ensure that children are supervised by a staff member at all times.				
Notes: Recited 3/26/14						
9/3/2013	10/1/2013	<input checked="" type="checkbox"/> 4. Develop and implement a method to keep track of all the children.				
9/3/2013	1/16/2014	<input checked="" type="checkbox"/> 5. Maintain required staff to meet ratios: when children are awake; sleeping; on premises during naptime.				
Notes: Recited 6/30/14						
		<input type="checkbox"/> 6. Ensure that staff meet minimum age requirements and those below 18 years old are directly supervised staff at least 18 years old.				
		<input type="checkbox"/> 7. Limit group size to 12 infants (under 18 months), 20 children for early childhood or 30 children for school-age				
		<input type="checkbox"/> 8. Cease caring for children below 2 ½ years of age.				
		<input type="checkbox"/> 9. Provide care for no more than 5 children below 2 ½ years of age if center has an E (Educational) Use Certificate of Occupancy (C.O.) issued prior to 11/5/03.				
		<input type="checkbox"/> 10. Assign a primary caregiver for group of 4 infants and 6 toddlers.				
		<input type="checkbox"/> 11. Post the center's license in a prominent location.				
7/17/2013	12/30/2013	<input checked="" type="checkbox"/> 12. Operate within the center's licensed capacity and within each room's capacity.				
Notes: Recited 3/7/14						
		<input type="checkbox"/> 13. Identify and maintain space requirements for all rooms approved by the OOL for children's use; make unapproved space inaccessible to children.				
4/25/2013	11/13/2013	<input checked="" type="checkbox"/> 14. Ensure the children's health, safety and well-being.				
Notes: Recited 12/30/13, 3/26/14, 4/15/14						
Activities & Discipline						
11/13/2013	2/12/2014	<input checked="" type="checkbox"/> 15. Ensure that staff interact with children and provide children with: free choice of materials; a mixture of active and quiet experiences; a mixture of staff-directed and child-selected activities.				
11/13/2013	1/16/2014	<input checked="" type="checkbox"/> 16. Provide a sufficient variety of age-appropriate activities.				
11/13/2013	1/16/2014	<input checked="" type="checkbox"/> 17. Provide age-appropriate time frames for each activity.				
9/3/2013	10/1/2013	<input checked="" type="checkbox"/> 18. Provide enough supplies, furniture and equipment for the required activities.				

Note: If number is checked, see attachment page(s) for clarification.

		<input type="checkbox"/> 19. Plan and implement opportunities for school-age children's involvement in activity planning.
		<input type="checkbox"/> 20. Take children outdoors daily.
		<input type="checkbox"/> 21. Prepare and post a written discipline policy including acceptable actions that staff members may take.
11/13/2013	12/30/2013	<input checked="" type="checkbox"/> 22. Use positive methods of guidance and discipline consistent with children's age and developmental needs; prohibit corporal and/or emotional punishment.
Notes: Recited 4/15/14		
		<input type="checkbox"/> 23. Ensure that school-age children participate in the development of discipline rules or are made aware the discipline rules.
Nutrition & Rest		
		<input type="checkbox"/> 24. Ensure that food provided by the center is stored, prepared and served in a sanitary manner.
		<input type="checkbox"/> 25. Serve lunch for children present from 11:00am to 1:00pm who have not eaten lunch and are at the center for at least 5 consecutive hours.
		<input type="checkbox"/> 26. Provide the following additional food(s) for breakfast, lunch/dinner and/or snack:
Notes:		
		<input type="checkbox"/> 27. Serve snack for children attending the center for at least 3 consecutive hours and for all children attending after school.
		<input type="checkbox"/> 28. Provide age-appropriate seating for children who no longer need to be held for feeding.
		<input type="checkbox"/> 29. Provide a written feeding plan for children less than 12 months of age.
		<input type="checkbox"/> 30. Label each child's bottle with the child's name.
		<input type="checkbox"/> 31. Ensure that bottles are not propped when children are feeding.
1/16/2014	2/12/2014	<input checked="" type="checkbox"/> 32. Remove bottles when children have fallen asleep.
		<input type="checkbox"/> 33. Provide daily rest period for each child aged 18 months to 5 years who attends the center for 4 or more consecutive hours and as needed for each child below 18 months.
		<input type="checkbox"/> 34. Provide alternative activities for children who rest for 30 minutes and do not need more rest.
6/17/2013	1/16/2014	<input checked="" type="checkbox"/> 35. Provide the following sleeping equipment and bedding: cots; 1"mats; cribs; playpens; sheets; blankets.
		<input type="checkbox"/> 36. Ensure that sleeping equipment is free of pillows and soft bedding when occupied by a sleeping child.
9/3/2013	11/13/2013	<input checked="" type="checkbox"/> 37. Identify and store individually each child's sleeping equipment and bedding.
		<input type="checkbox"/> 38. Provide enough light in rooms where children are napping to allow staff to see them.
6/17/2013	2/12/2014	<input checked="" type="checkbox"/> 39. Repair and/or replace sleeping equipment that is in disrepair.
		<input type="checkbox"/> 40. Ensure that mats used for rest and sleep are placed on a surface that is warm, dry and clean.
12/16/2013	12/30/2013	<input checked="" type="checkbox"/> 41. Provide infants/toddlers with opportunities to leave their sleeping equipment to crawl, walk and play.
		<input type="checkbox"/> 42. Place children 18 months and younger in a face-up sleeping position unless indicated in writing by child's health care provider.
Illnesses & Accidents		
		<input type="checkbox"/> 43. Designate an area where sick children can be separated from well children and provide rest equipment.
		<input type="checkbox"/> 44. Maintain illness log including: child's name; date; symptoms of illness observed; center's actions.
		<input type="checkbox"/> 45. Notify parents immediately of the following: head injury; bite that breaks the skin; fall from a height; injury requiring professional medical attention. Report other injuries by end of the day.
		<input type="checkbox"/> 46. Maintain an accident log that includes: name of child; date; time; location; description of accident/ injury; witnesses; type of first aid used; treatment/consultation by a doctor.
		<input type="checkbox"/> 47. For sick care programs: provide separate rooms/area and toilet facilities for sick and well children; install partitions/room dividers to separate children with different illnesses; provide liquid soap.
		<input type="checkbox"/> 48. Provide for children with chicken pox: isolation room; floor to ceiling barriers; separate toilet facilities.
Administration & Parent Involvement		
		<input type="checkbox"/> 49. Provide access to a phone, and ensure someone receives and transmits messages to the center.
		<input type="checkbox"/> 50. Develop a table of organization indicating lines of authority, responsibility and job descriptions.
		<input type="checkbox"/> 51. Ensure that the director is scheduled to work 50 % of the center's daily operating hours.
		<input type="checkbox"/> 52. Designate someone in the center to carry out the director's responsibilities when the director is absent.
		<input type="checkbox"/> 53. Ensure that the head teacher, group teacher and program supervisor are scheduled to work for the required amount of time.
4/15/2014	6/30/2014	<input checked="" type="checkbox"/> 54. Ensure that the head teacher/group teacher schedule time in other classrooms.
		<input type="checkbox"/> 55. Establish and maintain a staff substitute system.
		<input type="checkbox"/> 56. Hold parent/staff conferences semi-annually and upon request.
		<input type="checkbox"/> 57. Choose 1 of the following 4 options for parent involvement, and maintain documentation at the center: governing board; advisory committee; annual meeting; annual open house.

Program Records

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| | | <input type="checkbox"/> 58. Complete and maintain at the center the staff records checklist. |
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Confidential Notes:

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| 4/25/2013 | 10/1/2013 | <input checked="" type="checkbox"/> 59. Ensure that Child Abuse Record Information (CARI) checks are completed as required for the sponsor and all regularly scheduled staff. |
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Confidential Notes: Recited 11/13/13, transfer

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| 4/25/2013 | 11/13/2013 | <input checked="" type="checkbox"/> 60. Ensure that Criminal History Record Information (CHRI) checks are completed as required for the sponsor and all regularly scheduled staff. |
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Confidential Notes:

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| | | <input type="checkbox"/> 61. Provide the following records for the director, head teacher, group teacher or program supervisor: education / training experience |
| | | <input type="checkbox"/> 62. Hire and submit the required documentation for the following: director; head teacher; group teacher; program supervisor. |
| | | <input type="checkbox"/> 63. Provide the required documentation for the director hired before March 21, 2005 who does not meet the qualification requirements specified in 10:122-4.6(b)1-3 demonstrating completion of: a) the Director's Academy; b) the National Administrator Credential; or c) 45 clock hours of staff development that includes all the subject areas as indicated in 10:122-4.6(b)4iii. |
| 4/15/2014 | transfer | <input checked="" type="checkbox"/> 64. Provide complete orientation within two weeks of hire to all staff members in: center operations; policies and procedures; supervision; tracking; group size limits; primary caregiver responsibilities; release policy; discipline policy; health practices; evacuating the center; using fire alarms; recognizing and reporting child abuse/neglect. |
| | | <input type="checkbox"/> 65. Maintain record of annual staff training on use of fire alarms and emergency evacuation procedures. |
| | | <input type="checkbox"/> 66. Ensure that new directors complete staff development in Understanding Licensing Regulations and Child Behavior Management within one year of hire. |
| | | <input type="checkbox"/> 67. Ensure that all full-time staff complete 8 hours annual training in the following core areas: child growth and development; positive guidance and discipline; health and safety. |
| | | <input type="checkbox"/> 68. Ensure that the director, head teacher, group teacher and program supervisor complete 20 hours or annual training in 1 or more of the following: Director's Academy; National Administrator ; Credential; equivalent staff development in nine specific management areas. |
| | | <input type="checkbox"/> 69. Maintain a record of the date and purpose of the consulting head teacher's 2 monthly on-site visits. |
| | | <input type="checkbox"/> 70. Ensure that a staff member(s) who has current certified basic knowledge of first aid principles and CPR is at the center at all times when enrolled children are present. |
| 12/30/2013 | 1/16/2014 | <input checked="" type="checkbox"/> 71. Complete and maintain at the center daily time sheets for staff and children with arrival and departure times. |
| | | <input type="checkbox"/> 72. Maintain a written outline of daily activities. |
| | | <input type="checkbox"/> 73. Complete and maintain at the center the children's records checklist. |

Confidential Notes:

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| | | <input type="checkbox"/> 74. Submit the required OOL form certifying the center has reviewed the Department of Law and Public Safety (DLPS), Division of Consumer Affairs' (DCA), list of unsafe children's products and that there are no unsafe products in the center. |
| | | <input type="checkbox"/> 75. Maintain at the center the DLPS, DCA, list of unsafe children's products and make available to center staff and parents of enrolled children. |
| | | <input type="checkbox"/> 76. Ensure that the Universal Health Record is updated annually. |
| | | <input type="checkbox"/> 77. Obtain written approval from the child's parent before administering medication to a child. |
| | | <input type="checkbox"/> 78. Maintain medication records that include the following: child's name and parental authorization; name of the medication; illness being treated; dosage, frequency and other instructions; time and by whom the medication was administered; any adverse effects. |
| | | <input type="checkbox"/> 79. Maintain at the center and distribute to parents a written policy on communicable disease management. |
| 11/13/2013 | 12/30/2013 | <input checked="" type="checkbox"/> 80. Maintain on file and follow the written policy on the release of children. |
| | | <input type="checkbox"/> 81. Develop an expulsion policy which includes: circumstances; methods to notify parents; sufficient time limits; reasons for immediate expulsion; parental receipt of the policy. |
| | | <input type="checkbox"/> 82. Obtain from parents and maintain at the center: blanket permission slips for walks; individual permission slips for field trips, including information on type of vehicle used and whether staff or parent will drive. |
| | | <input type="checkbox"/> 83. Maintain at the center documentation of a current comprehensive general liability insurance policy. |

Sanitation & Diapering

3/26/2014	4/15/2014	<input checked="" type="checkbox"/> 84. Wash and disinfect the following: toilet training chairs after each use; diapering surfaces after each use; toys mouthed by infants and toddlers after each use; mats after each use unless stored separately; sleeping equipment weekly; sheets and blankets weekly; tables before each meal.
		<input type="checkbox"/> 85. Use a commercial disinfectant or a staff-made solution of 1 tablespoon bleach per quart of water.
3/26/2014	4/15/2014	<input checked="" type="checkbox"/> 86. Ensure that children wash their hands with soap and running water: before intake of food; after using the toilet; after having a diaper change.
11/13/2013	12/30/2013	<input checked="" type="checkbox"/> 87. Ensure that staff wash their hands with soap and running water: before preparing or serving food; after assisting a child in toileting; after changing diapers; after contact with body fluids or secretions.
		<input type="checkbox"/> 88. Provide disposable rubber gloves for contact with blood or vomit.
		<input type="checkbox"/> 89. Change each child's diaper when wet or soiled.
		<input type="checkbox"/> 90. Provide a diapering area within 15 feet of a sink not used for food preparation.
		<input type="checkbox"/> 91. Ensure that diapering does not take place in an area or on a surface used for food preparation.
		<input type="checkbox"/> 92. Maintain diapering surfaces as follows: flat; smooth; clean; dry; non-absorbent; in good repair.
		<input type="checkbox"/> 93. Place soiled disposable diapers in a closed container with a leakproof lining.

Bathroom & Kitchen Facilities

		<input type="checkbox"/> 94. Ensure all toxic substances and medications are inaccessible to children.
Notes:		
		<input type="checkbox"/> 95. Ensure that children cannot lock themselves in bathrooms.
3/26/2014	5/9/2014	<input checked="" type="checkbox"/> 96. Provide bathroom supplies as follows: soap; toilet paper; individual/disposable towels; platforms.
		<input type="checkbox"/> 97. Securely fasten the bathroom equipment.
		<input type="checkbox"/> 98. Sand and paint rusted bathroom stall dividers.
		<input type="checkbox"/> 99. Ensure toileting privacy: for children (SA); when staff/adult uses the same toilet facility as children.
		<input type="checkbox"/> 100. Designate and visibly identify the staff/adult toilet facility.
		<input type="checkbox"/> 101. Provide 1 toilet facility and sink: on each floor used by children (EC); within 1 floor for children.(SA)
		<input type="checkbox"/> 102. Ensure hot tap water does not exceed 110 degrees Fahrenheit (EC) or 120 degrees Fahrenheit. (SA)
9/3/2013	1/16/2014	<input checked="" type="checkbox"/> 103. Maintain in sanitary and operable condition: toilets; sinks; other plumbing fixtures.
		<input type="checkbox"/> 104. Provide a barrier to the kitchen area to prevent accidental access by children.
		<input type="checkbox"/> 105. Ensure microwave ovens are: out of children's reach; secured; not in use when children are in the area.
		<input type="checkbox"/> 106. Provide a working refrigerator, or access to a refrigerator, for perishable foods or medication.
9/3/2013	11/13/2013	<input checked="" type="checkbox"/> 107. Ensure that food waste receptacles are lined and maintained in a sanitary condition.

Health & Fire Safety

		<input type="checkbox"/> 108. Provide and make accessible to staff; a fully standard first aid kit; an American Red Cross First Aid Manual or its equivalent.
		<input type="checkbox"/> 109. Post a sign in a prominent location to prohibit smoking when the center is operating.
		<input type="checkbox"/> 110. Prohibit smoking in all areas of the center when the center is operating; provide separate ventilation for areas where smoking is permitted when the center is not operating.
8/6/2013	11/13/2013	<input checked="" type="checkbox"/> 111. Take necessary action to free the center of infestation by rodents and insects, provide documentation.
		<input type="checkbox"/> 112. Obtain and maintain on file a current health certificate.
		<input type="checkbox"/> 113. Obtain and maintain on file a current fire certificate.
		<input type="checkbox"/> 114. Conduct and document monthly fire drills during each session provided at the center.
		<input type="checkbox"/> 115. Ensure the center's fire protective systems are operative at all times.
		<input type="checkbox"/> 116. Develop and post prominently on every floor of the center an emergency plan including evacuation, disaster and lockdown procedures.
		<input type="checkbox"/> 117. Post a diagram depicting: approved areas; evacuation routes; room identifications.
12/30/2013	12/30/2013	<input checked="" type="checkbox"/> 118. Ensure that all exits and egress areas are unobstructed, and exit doors are easily operable.

Notes:

		<input type="checkbox"/> 119. Ensure that illuminated exit signs and emergency lighting are operable at all times.
		<input type="checkbox"/> 120. Ensure that fire extinguishers are serviced and tagged annually, and recharged if necessary.
		<input type="checkbox"/> 121. Remove excess storage and/or combustibles from the furnace room.
12/30/2013	1/16/2014	<input checked="" type="checkbox"/> 122. Remove portable liquid fuel-burning or wood-burning heating appliances.
		<input type="checkbox"/> 123. Arrange cribs, playpens and cots to provide access to an unobstructed 3-foot wide aisle that exits out.
		<input type="checkbox"/> 124. Provide and maintain in good condition: handrails on all stairs with 3 or more risers; guardrails on all open sides of landing with intermediate guards spaced no more than 4 inches apart.
		<input type="checkbox"/> 125. Install window guards, with approval of the local fire official, or provide an alternative method to ensure that children cannot fall out of windows.
		<input type="checkbox"/> 126. Comply with the New Jersey Uniform Construction Code (NJUCC)/Fire Code:

Note: If number is checked, see attachment page(s) for clarification.

☐ 127. Submit a copy of the final Certificate of Occupancy (CO) or Certificate of Continued Occupancy (CCO) that indicates the correct use group for the children served.

☐ 128. Submit a copy of the Certificate of Approval, as issued by the local construction official, for changes in the building subject to the NJUCC requiring the issuance of a building permit.

Environmental Safety

☐ 129. Complete and submit a DCF Renewal Attestation Form with the center's previous DEP approval letter attached and any other environmental documents if applicable.

☐ 130. Submit a No Further Action Letter (NFA) or Child Care/Educational Facility Approval Letter from the Department of Environmental Protection (DEP), or Response Action Outcome Letter (RAO) from a Licensed Site Remediation Professional (LSRP) indicating that no further action is needed for the site on which the center is located. [Note: Check the DEP website at www.state.nj.us/dep/dccrequest for the most current information.]

☐ 131. Submit a water supply certification indicating the center is serviced by a public community water system demonstrated through a copy of a current bill from that water company.

☐ 132. Submit current documentation from the DEP, Bureau of Safe Drinking Water (BSDW), for centers not on a public community water system. [Note: Check the DEP, BSDW website at www.state.nj.us/dep/dccrequest/safedrnk.htm or call (609) 292-5550 for more information.]

☐ 133. Submit a letter of prior uses from the municipality, county or state indicating whether the building has ever housed a use classified under the NJUCC, NJSA, 5:23, as: Group F (factory/industry); Group H (high hazard); Group S (storage); Group B (dry cleaner or nail salon); Group A (funeral home); or Group M (gas station.)

☐ 134. Submit a current letter or other approval from the DHSS, Indoor Environments Program, for centers: a) co-located with a dry cleaner or nail salon; b) with one of the prior uses: F, H, S, B (dry cleaner, nail salon), A (funeral home) or M (gas station); c) located in a building built in 1978 or earlier; or d) located near a known hazardous area. [Note: **Contact DHSS prior to taking action** to confirm what is needed for your center. Call DHSS at (609) 826-4923 or email DHSS using the link at www.state.nj.us/health/coh/tsrp/iep/ccc_ieha.shtml]

☐ 135. Test for the presence of radon gas and post the test results in a prominent location.

☐ 136. Provide documentation that the center: completed a lead paint risk assessment; follows an approved lead paint risk assessment management plan; verified the absence of a lead hazard; notified parents of a lead hazard; completed the recommended remedial action to alleviate the lead paint hazard.

☐ 137. Provide documentation that the center: follows an approved asbestos management plan; verified the absence of asbestos hazard.

Building Maintenance

9/3/2013 11/13/2013 ☒ 138. Keep all surfaces clean and in good repair.

Notes: Recited 3/26/14

9/3/2013 1/16/2014 ☒ 139. Replace, clean and/or secure all stained, broken and/or missing floor tiles and carpeting.

☐ 140. Replace, clean and/or secure all stained, broken and/or missing ceiling tiles.

9/3/2013 4/15/2014 ☒ 141. Eliminate moisture resulting from leaks or seepage.

9/3/2013 3/7/2014 ☒ 142. Maintain the building structure to prevent drafts, leaks and infestation.

☐ 143. Provide screens on: doors and windows used for ventilation; crawl spaces; attic spaces.

☐ 144. Provide safety glass/protective guards for windows and glass located within 36 inches above the floor.

☐ 145. Provide protective covers for: electrical outlets; fluorescent tubes; incandescent light bulbs; fans.

☐ 146. Provide and maintain suitable protective devices for radiators, steam and hot water pipes.

9/3/2013 11/13/2013 ☒ 147. Provide/maintain mechanical ventilation: in operating condition; clean; unobstructed; replace filters.

12/16/2013 12/30/2013 ☒ 148. Raise temperature to a minimum of 68 degrees Fahrenheit in all rooms used by children.

☐ 149. Increase light in specific areas:

☐ 150. Provide 1 of the 4 monitoring options listed in the manual.

☐ 151. Ensure that doors in all interior rooms designated for use by children remain unlocked.

☐ 152. Ensure shelving is secure and not overloaded, and appliances are secured to a stable surface.

☐ 153. Pad lally columns in areas used by children to a height of 48 inches (EC) and 72 inches (SA).

☐ 154. Ensure that stairways are free of tripping hazards.

☐ 155. Provide a barrier extending at least 5 feet above floor level.

9/3/2013 1/16/2014 ☒ 156. Repair and/or paint surfaces in specified areas:

☐ 157. Maintain indoor/outdoor garbage receptacles as follow: covered; emptied as needed; leakproof; clean.

8/6/2013 4/15/2014 ☒ 158. Ensure that indoor and outdoor equipment is sturdy, safe and free of hazards.

Notes:

Outdoor Play Area, Equipment and Maintenance

8/6/2013 10/1/2013 ☒ 159. Provide and maintain in good condition a fence, enclosure or other barrier for the outside play area.

Note: If number is checked, see attachment page(s) for clarification.

		<input type="checkbox"/> 160. Provide a barrier, in addition to the fence, for outdoor play areas exposed to vehicular traffic.
		<input type="checkbox"/> 161. Grade or provide drains for the outside play area.
		<input type="checkbox"/> 162. Ensure that outdoor areas and play equipment are free from stagnant water.
		<input type="checkbox"/> 163. Provide and maintain play equipment to meet public playground design standards (ASTM F-1487) as specified by the Consumer Product Safety Commission (CPSC). (Not for profits by 10/18/14)
		<input type="checkbox"/> 164. Ensure play equipment is specifically age-appropriate for the ages served.
8/6/2013	9/3/2013	<input checked="" type="checkbox"/> 165. Repair or remove broken/rusted toys in the outdoor play area.
		<input type="checkbox"/> 166. Provide and maintain resilient surfacing (ASTM F-1292) and use zones under all play equipment that subjects children to a fall as specified by the CPSC.
		<input type="checkbox"/> 167. Ensure that any community playground equipment used by the children complies with applicable provisions of the Playground Safety Subcode.
		<input type="checkbox"/> 168. Select an area for children's outdoor play that is adjacent to or within close proximity of the center.
		<input type="checkbox"/> 169. Ensure the safety of the children on route to the outdoor play area.
		<input type="checkbox"/> 170. Remove debris and overgrown vegetation in the outdoor play area.
		<input type="checkbox"/> 171. Ensure that hazardous plants are not kept in the center or near outside areas used by children.
		<input type="checkbox"/> 172. Ensure that sand in the outdoor play area is asbestos-free and maintained in a sanitary manner.
		<input type="checkbox"/> 173. Provide 150 square feet of outdoor space for 5 children and 30 square feet for each additional child.
		<input type="checkbox"/> 174. Limit the number of children using the outdoor play area to the maximum capacity.
		<input type="checkbox"/> 175. Cease using dump and fill wading pools.
		<input type="checkbox"/> 176. Ensure swimming pools/natural bathing places used by children comply with applicable provisions of the Public Recreation Bathing Rules, as specified in NJAC 8:26, and with applicable provisions of the Building Subcode and Barrier-Free Subcode of the NJUCC, as specified in NJAC 5:23.
		<input type="checkbox"/> 177. Ensure that children using swimming pools or natural bathing facilities are supervised in accordance with applicable provisions of the N.J. Youth Camp Safety Act rules, as specified in NJAC 8:25.
		<input type="checkbox"/> 178. Provide lighting in parking areas, walkways and other exterior areas used by center occupants at night.
3/26/2014	4/15/2014	<input checked="" type="checkbox"/> 179. Take necessary action to remove outdoor hazards.

ALERT: Effective 6/28/11, cribs manufactured, sold, or leased in the United States must comply with new federal standards. Effective 12/28/12, child care centers must have compliant cribs in their facilities. For more information on crib safety and safe sleep environments for infants, refer to CPSC's crib information center at www.cpsc.gov/info/cribs/index.html.

- ☐ Director/Designee confirmed center does not provide or arrange for the provision of transportation of children.
- ☒ **For centers providing transportation, see attached Transportation Inspection/Violation page.**

		Date
Inspector Signature	Director/Designee Signature	10/1/2013
Meghan Johnson		

Transportation		
8/7/2013	10/1/2013	<input checked="" type="checkbox"/> 180. Maintain transportation records at the center as follows: record of each child transported; copy of driver(s) license(s); name, address and vehicle assignment for additional adult(s) on vehicle(s); copy of insurance, registration, inspection and maintenance records for each vehicle; record of semi-annual
		<input type="checkbox"/> 181. Ensure that the driver of a school bus conducts 2 emergency evacuation drills annually.
		<input type="checkbox"/> 182. Ensure that each driver of a Type I or Type II School Bus possesses a valid Commercial Driver License (CDL) in at least a Class B or Class C, with a passenger endorsement.
8/7/2013	9/3/2013	<input checked="" type="checkbox"/> 183. Ensure that each driver of a Type II School Vehicle possesses a valid CDL in at least a class C, with a passenger endorsement.
		<input type="checkbox"/> 184. Ensure that each school bus or school vehicle is equipped with either "S1" or "S2" plates, as applicable, and meets all applicable provisions as specified in the Manual.
		<input type="checkbox"/> 185. Ensure that each vehicle used to transport children has a valid inspection sticker issued by the Motor Vehicle Commission (MVC).
		<input type="checkbox"/> 186. Ensure that each vehicle used to provide transportation of enrolled children to and from the center is equipped with: 3 triangular portable red reflector warning devices; a removable first-aid kit; a fully charged and securely mounted fire extinguisher; all-weather radial or snow tires as needed.
		<input type="checkbox"/> 187. Maintain the interior and exterior of each vehicle in a clean and safe condition, with clear passage to operable doors.
8/7/2013	9/3/2013	<input checked="" type="checkbox"/> 188. Ensure that the number or persons transported does not exceed the manufacturer's prescribed occupancy of the school bus or school vehicle, and/or the number of operable seat belts.
8/7/2013	10/1/2013	<input checked="" type="checkbox"/> 189. Ensure that all children are transported in seats that meet federal motor vehicle safety standards.
8/7/2013	10/1/2013	<input checked="" type="checkbox"/> 190. Cease the transportation of children in vehicles which violate MVC and DCF regulations.

Hide Section

#	Date Cited	Date Abated	Inspection/Violation Report Attachment	
12	7/17/2013	12/30/2013	A) Room 1 was overcrowded exceeding the room capacity of 8 children when 13 children were present. 12/16/13- There were 11 children present in Room 1 where the maximum room capacity is 8 children.	Delete
12	7/17/2013	12/30/2013	B) Room 2 was overcrowded, exceeding the room capacity of 6 children when 12 children were present. 12/16/13- There were 7 children present in Room 2 where the maximum room capacity is 6 children. There were 21 children present in Room 4 where the maximum room capacity is 19 children.	Delete
14	4/25/2013	11/13/2013	Provide documentation for crib compliance of federal safety standards. Replace or remove non-compliant cribs.	Delete
35	6/17/2013	1/16/2014	Center is to provide fitted sheets for cots and cribs, ensuring children are not sleeping directly on cots or mattresses.	Delete
39	6/17/2013	2/12/2014	Replace cots in disrepair throughout the center.	Delete
59	4/25/2013	10/1/2013	Submit and maintain on file current CARI checks for current staff.	Delete
60	4/25/2013	11/13/2013	Submit and maintain on file CHRI checks for current staff.	Delete
159	8/6/2013	9/3/2013	A) Based on observation and a complaint investigation the center is to repair or replace the broken poles throughout the playground fencing.	Delete
159	8/6/2013	10/1/2013	B) Based on observation and a complaint investigation the center is to repair and/or secure pushed up fencing throughout the playground.	Delete
165	8/6/2013	9/3/2013	Based on a complaint investigation and observation the center is to remove the broken basketball hoop/pole from the blacktop area.	Delete
180	8/7/2013	10/1/2013	Based on a complaint investigation the center is to maintain transportation records at the center as follows: record of each child transported; copy of driver license of driver; name, address and vehicle assignment for additional adults on vehicle; inspection and maintenance records for each vehicle; record of semi-annual emergency evacuation drills for all school bus passengers; written parental authorization. 9/3/13- awaiting documentation	Delete
183	8/7/2013	9/3/2013	Based on a complaint investigation the center is to ensure that each driver of a Type II school vehicle possesses a valid CDL in at least a class C, with a passenger endorsement.	Delete
188	8/7/2013	9/3/2013	Based on a complaint investigation the center is to ensure that the number of persons transported does not exceed the manufacturer's prescribed occupancy of the school bus or school vehicle, and/or the number of operable seat belts. Nine children were observed being transported in a gray van with 6 seats and operable seat belts.	Delete
189	8/7/2013	10/1/2013	Based on a complaint investigation the center is to provide car seats or booster seats for children who meet the federal motor vehicle safety requirements. 9/3/13- awaiting documentation	Delete
190	8/7/2013	10/1/2013	On 8/7/13 nine children were observed being illegally transported from the center with two staff. Based on a complaint investigation and observation the center is to cease transportation in non-compliant vehicles, and without a valid passenger endorsed CDL driver. The center is to provide a memorandum of understanding regarding the immediate cease of transporting children in non-compliant vehicles and with non-compliant drivers. 9/3/13- awaiting documentation	Delete
4	9/3/2013	10/1/2013	At the time of investigation staff in Room 4 were unaware of the amount of school age children in their care, and had to count.	Delete
5	9/3/2013	1/16/2014	At the time of investigation there were 13 children, 4 years old, present with 1 staff in Room 1. Two staff are required to meet minimum staff/child ratio standards. 11/13/2013- There were 3 children below the age of 18 months and 3 children 18-24 months present with one staff in Room 6. Two staff were needed to meet minimum staff/child ratios. 12/16/13- There were 3 children below the age of 18 months and 2 children 18-24 months present with one staff in Room 6. Two staff were needed to meet minimum staff/child ratios. 12/30/13- There was one staff in Room 6 present with 1 child below the age of 18 months, 2 children 18-29 months, 3 children 4 years old and 3 children 5-9 years old. Two staff were needed to meet minimum staff/child ratios, and ensure staff know accurate ages of the children in their care.	Delete
18	9/3/2013	10/1/2013	The center is to provide age appropriate tables and chairs for school age children.	Delete
37	9/3/2013	11/13/2013	The center is to ensure that children's sheets, blankets and pillows are stored individually, not touching one another or the floors.	Delete
103	9/3/2013	1/16/2014	A) Based on a complaint investigation and observation the center is to repair or replace the leaking sink faucet in Room 6 (infant room). 12/30/13- Repair leaking faucet in Room 4.	Delete
103	9/3/2013	10/1/2013	B) Based on a complaint investigation and observation the center is to ensure that dirty dishes are not left on the counters or in sinks, and maintain all sinks and counters in a clean and sanitary manner.	Delete
107	9/3/2013	11/13/2013	Based on a complaint investigation and observation the center is to ensure all food waste trashcans are closed with a lid, or food waste is immediately discarded from the center to limit the children's access, and odors.	Delete
138	9/3/2013	11/13/2013	A) Based on a complaint investigation and observation remove dead insects and clean window sills throughout the center.	Delete
138	9/3/2013	11/13/2013	B) Based on a complaint investigation and observation the center is to remove all clutter, including clothes and toys, from window sills throughout the center.	Delete
138	9/3/2013	11/13/2013	C) Remove dirt buildup and clean toy shelves throughout the center.	Delete

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139	9/3/2013	11/13/2013	A) Based on a complaint investigation and observation the center is to replace the carpet in disrepair on the stairs in Room 6.	Delete
139	9/3/2013	1/16/2014	B) Center is to secure the carpet in Room 4, by the entrance door. Abated 11/13/13 11/13/13- Secure laminate flooring in Room 4 under the front window.	Delete
139	9/3/2013	11/13/2013	C) Repair and secure the flooring bubbling up in Room 2.	Delete
139	9/3/2013	11/13/2013	D) Remove dirt buildup and clean flooring around and under refrigerator in Room 4.	Delete
139	9/3/2013	11/13/2013	E) Remove dirt buildup and deep clean all flooring and wall edges throughout the center.	Delete
141	9/3/2013	4/15/2014	Based on a complaint investigation and observation the center is to eliminate moisture resulting from leaks in walls and ceiling in Room 6 and kitchen, and from ceiling air vent in Room 6. 1/16/14- Awaiting documentation.	Delete
142	9/3/2013	3/7/2014	A) Based on a complaint investigation and observation the center is to repair the roof to maintain the building structure to prevent leaks. 1/16/14- Awaiting documentation.	Delete
142	9/3/2013	11/13/2013	B) Based on a complaint investigation and observation the center is to maintain windows and doors to prevent infestation of insects.	Delete
156	9/3/2013	1/16/2014	Based on a complaint investigation and observation the center is to repair and repaint the water damaged wall and ceiling in Room 6 and kitchen.	Delete
158	8/6/2013	10/1/2013	A) Remove or repair the cabinet that is off track and hanging in Room 6.	Delete
158	9/3/2013	4/15/2014	B) Take necessary action to repair or replace the damaged/rotted window frame in the kitchen.	Delete
111	8/6/2013	11/13/2013	A) Take necessary action to free center of roaches, and provide documentation.	Delete
111	9/3/2013	11/13/2013	B) Based on a complaint investigation and observation the center is to take necessary action to free the center of spiders and insects, and provide documentation.	Delete
147	9/3/2013	11/13/2013	Based on a complaint investigation the center is to maintain all vents and fans in a clean and sanitary manner.	Delete
59	11/13/2013	transfer	Ensure CARI checks are completed and maintained on file for new staff.	Delete
60	11/13/2013	12/16/2013	Ensure CHRI checks are completed and maintained on file for new staff.	Delete
3	11/13/2013	12/16/2013	Staff were observed on the phone, and not adequately supervising the children in their care when waiting in the parking lot for the bus.	Delete
15	11/13/2013	2/12/2014	Four children below the age of 24 months were observed sitting at a table for one hour with no interaction, staff directed or child directed activities. Ensure a variety of child directed and staff directed activities are offered to each child throughout the day. 12/30/13- Children in Room 6, ages 5 months to 9 years old, passively watched movies for approximately 1 hour with no other activities or staff interactions offered. 1/16/14- Children in Room 6, ages 0 to 2 1/2 years old, were observed sitting at a table for one hour after eating with no staff or child directed activities.	Delete
16	11/13/2013	1/16/2014	An infant, 3-4 months old, was observed propped in an exersaucer, unable to touch the ground. Ensure age-appropriate equipment and activities are provided for each child. 12/30/13- A 5 month old infant was observed propped with a blanket placed around them unstrapped in an infant feeding table. Ensure there is age and size appropriate equipment available to all children.	Delete
17	11/13/2013	1/16/2014	Four children below the age of 24 months were observed sitting at an infant feeding table for one hour with no change in activity, or ability to move from the table to another activity. Ensure appropriate time frames are observed for each activity. 12/30/13- Eight children, ages 5 months to 2 1/2 years old, watched movies for approximately 2 hours. Ensure age appropriate time frames are observed for each activity.	Delete
22	11/13/2013	12/30/2013	A) Staff in Room 4 were observed using a loud harsh tone threatening to punish the children as a means of discipline.	Delete
22	11/13/2013	12/30/2013	B) During bathroom time, a staff was observed pushing a child's arm/shoulder forward while repeating "wash your hands, wash your hands, wash your hands" when a child was standing on a step stool at the bathroom sink taking a long time to begin washing their hands.	Delete
80	11/13/2013	12/30/2013	No authorized pickup list or release policy was available for verification, when an unrecognizable guardian picked an infant up for the day.	Delete
87	11/13/2013	12/30/2013	Staff was observed not changing their gloves and washing their hands between each diaper change in Room 4.	Delete
158	11/13/2013	3/26/2014	C) Secure barrier to the fire place in Room 4.	Delete
189	11/13/2013	12/30/2013	Two children were observed sitting unbuckled in car seats that were not secured on the bus. The bus aide walked by and did not notice the unbuckled children or unsecured seats, and the driver began to pull away. The inspector intervened and notified the driver that the children and car seats were not properly secured. Ensure all car seats are properly installed and secured, and all children are properly buckled on the school bus prior to driving.	Delete
41	12/16/2013	12/30/2013	An infant was observed sleeping inside a carrier placed inside a crib in Room 6.	Delete
148	12/16/2013	12/30/2013	Raise and maintain temperature in Room 6 to 68 degrees Fahrenheit.	Delete

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158	12/16/2013	12/30/2013	Remove snow on outside steps from Room 5.	Delete
183	12/16/2013	12/30/2013	Provide documentation that each driver of a Type II school vehicle possesses a valid CDL in at least a class C, with a passenger endorsement.	Delete
71	12/30/2013	1/16/2014	Ensure daily time sheets are accurate with exact staff arrival times.	Delete
122	12/30/2013	1/16/2014	Cease use and remove portable electric heaters from Room 6.	Delete
14	12/30/2013	1/16/2014	There were toys and classroom supplies unsecured and piled high, taller than the children, in Room 6. Throughout Room 4 there were tables and chairs stacked atop each other, supplies stacked unsecured on furniture, no clear path or space to walk through the classroom, debris scattered on the floor including screws and thumb tacks, and furniture blocking safe passage to the children's bathrooms. Note: Although children were not occupying Room 4, during the site inspection the staff cleared a pathway through Room 4 to ensure safe passage and access to the exits.	Delete
118	12/30/2013	12/30/2013	Center is to ensure all exits and egress areas remain unobstructed of supplies, furniture and debris at all times. Building materials and construction tools were accessible to the children and blocking the exit in Room 5.	Delete
32	1/16/2014	2/12/2014	An infant was observed asleep with a propped bottle in Room 6.	Delete
41	1/16/2014	2/12/2014	An infant was observed sleeping inside a carrier placed inside a crib in Room 6.	Delete
4	3/7/2014	3/26/2014	Staff in Room 1 stated there were 12 children present in their care, but when counted there were 14 children present.	Delete
12	3/7/2014	3/26/2014	Room 1 was overcrowded exceeding the room capacity of 8 children when 14 children were present.	Delete
12	3/7/2014	4/15/2014	Room 2 was overcrowded exceeding the room capacity of 6 children when 9 children were present.	Delete
122	3/7/2014	3/26/2014	Cease use and remove portable electric heaters from Room 2.	Delete
3	3/26/2014	4/15/2014	Staff in Room 1 was observed exiting the classroom with two children and assisting them in the Room 4 bathroom, leaving 5 children unsupervised in Room 1.	Delete
14	3/26/2014	3/26/2014	Provide documentation for crib compliance of federal safety standards, regarding 4 port-a-cribs in Room 6. Replace or remove non-compliant cribs. Staff removed cribs from the center during OOL inspection.	Delete
35	3/26/2014	5/9/2014	Center is to provide fitted sheets for cots and cribs, ensuring children are not sleeping directly on cots or mattresses.	Delete
39	3/26/2014	4/15/2014	Replace crib mattresses in disrepair in Room 6.	Delete
84	3/26/2014	4/15/2014	Ensure feeding tables are washed and disinfected prior to the children eating in Room 6.	Delete
86	3/26/2014	4/15/2014	Ensure children's hands are washed with soap and running water prior to eating in Room 6.	Delete
87	3/26/2014	4/15/2014	Ensure staff wash their hands with soap and running water prior to preparing and serving food in Room 6.	Delete
87	3/26/2014	4/15/2014	Ensure staff wash their hands with soap and running water after wiping children's noses in Rooms 6 and 4.	Delete
96	3/26/2014	5/9/2014	Provide a platform for the sink in Room 6.	Delete
138	3/26/2014	4/15/2014	Repair or replace the cracked ceiling, and secure the light fixture in Room 2.	Delete
179	3/26/2014	4/15/2014	Secure the outdoor carpet on the front entrance walkway.	Delete
122	4/15/2014	4/15/2014	Based on a complaint investigation, cease use of space heaters throughout the center.	Delete
14	4/15/2014	6/30/2014	Based on a complaint investigation the center needs to develop a plan of action to accommodate staff who may not be able to fulfill all of the required job requirements.	Delete
22	4/15/2014	5/9/2014	Based on a complaint investigation the center is to ensure positive guidance and age appropriate discipline is used throughout the center.	Delete
64	4/15/2014	transfer	Based on a complaint investigation the center receive training from an outside agency in positive guidance and age appropriate discipline, supplying documentation to OOL.	Delete
54	4/15/2014	6/30/2014	Based on a complaint investigation the center is to ensure observations of the staff are conducted to ensure all staff adhere to the center's discipline policy at all times.	Delete